

## CHANGE NOTICE FOR MANUAL

**DATE:** October 01, 2020  
**MANUAL:** Food and Nutrition Services Certification Manual  
**TO:** County Directors of Social Services  
**CHANGE NO:** 2-2020  
**SUBJECT:** 2020-2021 Cost of Living Adjustments (COLA) and Utility Analysis  
**EFFECTIVE:** October 1, 2020

### I. BACKGROUND

The purpose of this change notice is to update the Food and Nutrition Services (FNS) benefit amounts for October 2020 due to the COLA. Changes were made to increase the regular FNS maximum allotment amounts, gross and net income limits. The Standard Utility Allowance (SUA), Basic Utility Allowance (BUA), Telephone Utility Allowance (TUA), standard deduction, and excess shelter deduction amounts also changed.

The Agriculture Improvement Act of 2018 contains provisions that includes changes mandated by law, that households in which all members are homeless, are now allowed a standard or excess deduction for incurred or anticipated shelter expenses. The homeless shelter standard deduction is \$156.74 per month.

### II. SPECIFIC CHANGES

#### A. Section 285, Determining Benefit Levels

1. SUA, BUA, and TUA amounts updated in Section 285.01, A.
2. Standard Deduction amounts updated in Section 285.01, B.
3. Excess Shelter Deduction updated in Section 285.01, F.
4. New Homeless Shelter Allowance added in Section 285.01, G
5. Maximum Monthly Income updated in Section 285.02, A.
6. Maximum Allotment updated in Section 285.02, B.
7. Income Standards for separate Food and Nutrition Services units updated in Section 285.03.

#### B. Forms updated to reflect new income, resource, allotment, and deduction amounts

1. DSS-1700/1700sp, Application Worksheet

2. DSS-8550/8550sp, Change Report Form
3. DSS-8552/8552sp, Food and Nutrition Services Makes North Carolina Stronger
3. DSS-8560/8560sp, Caseworker Desk Reference

### III. IMPLEMENTATION INSTRUCTIONS

These changes are effective with all applications, changes, and recertifications on October 1, 2020. Attached are notices in both English and Spanish along with a document of the seven languages with information on how the notice can be translated. These notices and document must be displayed in all areas of the agency viewable by the general public from the date received through October 31, 2020.

Submit any questions regarding these policy changes and forms to the Operational Support Team (OST) at [DSS.Policy.Questions@dhhs.nc.gov](mailto:DSS.Policy.Questions@dhhs.nc.gov).

Sincerely,



David Locklear, Deputy Director  
Economic and Family Services Section

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#### **Attachments (12)**

Change Notice for Manual  
Notice to Food and Nutrition Services Recipients  
Notice to Food and Nutrition Services Recipients (Spanish)  
Language Notice (seven languages)  
FSs285  
Figure 285-1 (example of Application Worksheet)  
DSS-1700/1700sp  
DSS-8550/8550sp  
DSS-8552/8552sp  
DSS-8560/8560sp